

Section 1: General Information

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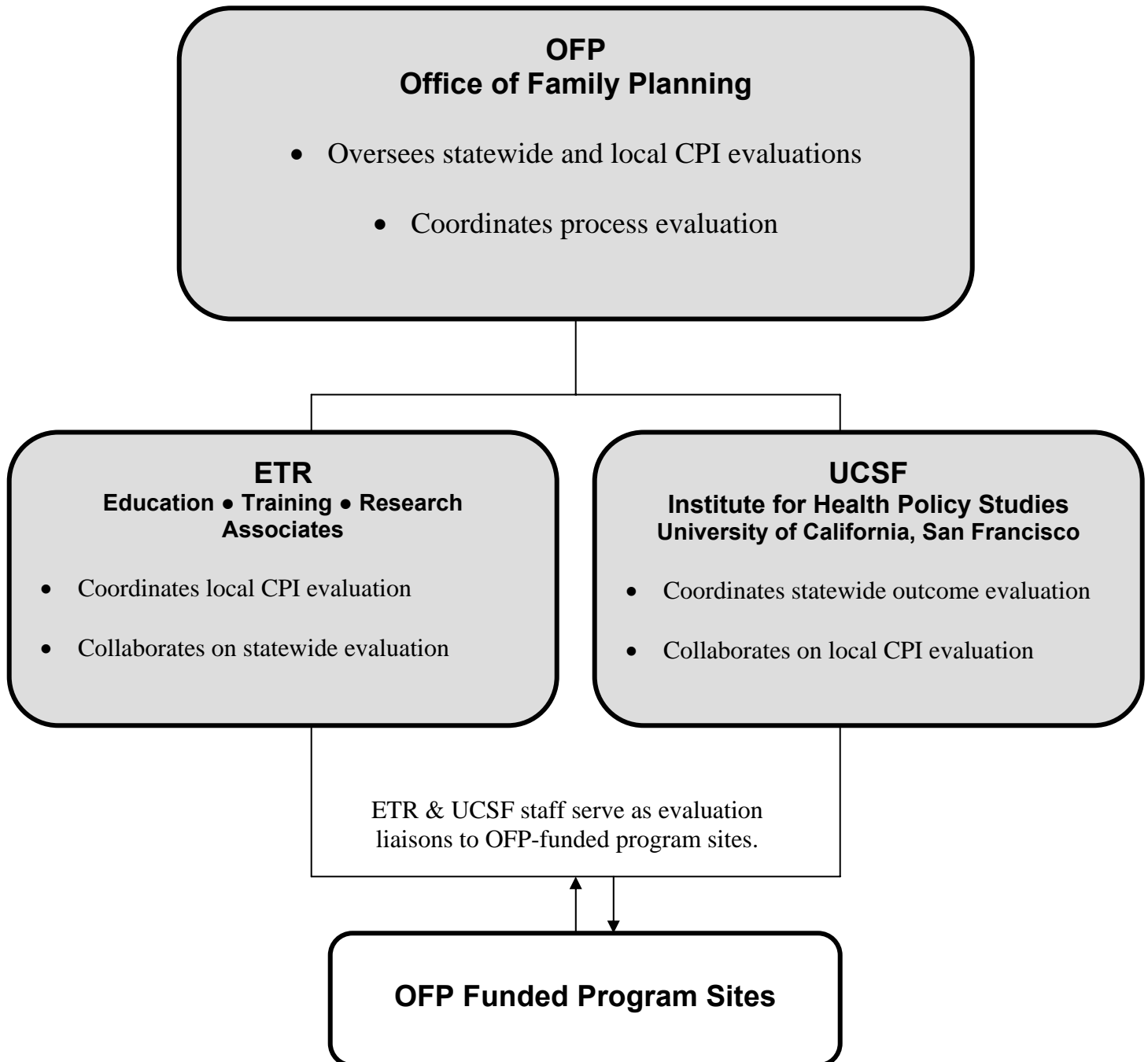
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Organizational Chart For State and Local Evaluations



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CPI Evaluation Requirements

Conducting your CPI Evaluation

Requirement 1

- Select one tool to use for 2003-04.

Requirement 2

- Use tool by May 30, 2004. Summarize findings and/or experience in a quarterly or final report (see reporting requirements below).

Requirement 3

- Participate in regional evaluation meetings as requested (no more than three in 2003-04).

Requirement 4

- Maintain contact with your evaluation liaison on a monthly basis.

Requirement 5

- Complete and submit the CPI Feedback Form after completing your CPI tool (see Section 6 of binder).

Reporting Your Results

As noted in requirement #2 above, please summarize your CPI findings and experience in a quarterly or final report. Here are some guidelines of what you might report depending on the CPI tool you use this year.

Curriculum Review Tools

- Summarize who was involved in the process and what prevention education curriculum you used.
- Submit a copy of the completed tool (i.e., Part A from 1 lesson, Part B, and Part C).
- Summarize any changes your agency may consider based on the process.

Implementation Tool

- Summarize who was involved in the process, what prevention education curriculum you used, and how many sessions you monitored.
- Submit a copy of one of the completed tools (i.e., one lesson for one of the educators).
- Summarize any changes your agency may consider based on the process.

Participant Satisfaction Tool

- Summarize who was involved in the process of developing and implementing the tool.
- Submit a copy of your final tool.
- Summarize the sample completing the tool.
- Summarize the results and lessons learned from the data you collected.

Health Educator Training and Support Tools

- Summarize who was involved in the process.
- Submit a copy of the completed tools (i.e., one training and support tool and one educator self assessment).
- Summarize any changes your agency may consider based on the process.